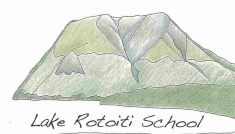


# Board of Trustees minutes

14 March 2022



Present: Paul, Frith, Simon, Mike	
Apologies: Vanessa Nick (absent no apology)	
Declaration of interest: nil	
Motion: That the above items be accepted. Moved: Mike                      Seconded: Simon                      Carried	
Agenda items: 1. Pool changing sheds 2. STEAM room progress 3. Office heat pump 4. Values survey 5. Camp documentation 6. Policy review 7. Feedback from NZSTA Zoom meeting 8. Board folders 9. Meeting dates for 2022 10. BOT elections Nov 2022 11. Minutes secretary	

Previous minutes review	Action by:
Matters Arising:	
Motion: That the previous minutes be accepted as true and correct (with alterations as above) Moved: Mike                      Seconded: Simon                      Carried:	

Reports	Action by:
<b>Principal's report:</b> Thank you Mike	
Motion: That the Principal's report be accepted. Moved: Mike                      Seconded: Simon                      Carried:	
<b>Finance report:</b> Dominique has prepared for us. Reviewed.	
Motion: That the Finance report be accepted. Moved: Mike                      Seconded: Paul                      Carried:	
<b>Health and Safety report:</b> Board to review term one policies with into next two weeks.	Paul to staple down netting. Simon to fix bottom of ramp.
Motion: That the Health and Safety report be accepted.	

Moved:	Seconded:	Carried:	
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<b>General business:</b>	
<p>1) Pool Changing rooms First Step consent to hook into sewer. Paul to liase with Robbie re above. Foundations – parent group to do this – need design to know footprint. Shower will be outside Flush toilet Needs to be winter drainable</p> <p>2) STEAM ROOM</p> <p>3) Heat pump - Electrical smell</p> <p>4) School Values Survey last year – discussed do values reflect this – yes.</p> <p>5) Maths program development – Mike working with ERO to develop a program. Discussion around Mike needing release time for this?</p> <p>6) Letter to minister of education re importance of two teachers – health and safety etc – Board member to draft this. All to review /approve.</p> <p>7) Hanmer Camp - health and safety risk discussed. Happy haven't missed anything on risk assessment from schools part. Need to get health and safety certification documents from activity companies and from lodge we are staying in.</p> <p>8) Finance reviewed – Board members plan to work on gaining a full understanding of finance – meet with Dominique.</p> <p>9) Board folders – information for board members</p> <p>10) Board elections November – Ingrid McConkey to facilitate as returning officer</p>	<p>Paul – speak with Robbie</p> <p>Mike to phone then email re this</p> <p>Mike - Ask Shane first then call Martella</p> <p>Leave it as it is.</p> <p>Mike to go ahead. Request emergency protocols.</p> <p>Board members</p> <p>Handed out to all board members.</p>

<p>11) Staffing</p> <p>12) Pool closure 8<sup>th</sup> April planned</p>	<p>Mike to action announcement</p>
<p>Agenda items next meeting</p> <ol style="list-style-type: none"> <li>1) Health and Safety term one</li> <li>2) Site visit of playground 3pm</li> <li>3) School Charter numbers correct?</li> <li>4) Letter to MOE re two teachers.</li> </ol>	
<p><b>Meeting closure:</b> 830pm</p> <p>Next meeting on____4<sup>th</sup> April_____ at____7 pm____</p> <p>3pm Walk around</p> <p>Further agenda items will be called the Friday prior to the next meeting.</p>	